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NASA Procedural Requirements

COMPLIANCE IS MANDATORY**NPR 8590.1**Effective Date: June 14,
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 (NASA Only)

Subject: NASA Environmental Compliance and Restoration (ECR) Program

Responsible Office: Environmental Management Division[| TOC](#) | [Preface](#) | [Chapter1](#) | [Chapter2](#) | [Chapter3](#) | [Chapter4](#) | [Chapter5](#) | [Chapter6](#) | [Chapter7](#) |
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Appendix A: Definitions

Budget Year - The fiscal year for which appropriation requests are made to OMB and the Congress. NASA's budget year starts on October 1 and ends on September 30 and is divided equally into quarter-years.

Capital Compliance projects - A permanent addition to fixed assets of major importance and cost not related to restoration. A capital compliance project could include land acquisition, construction, reconstruction, renovation, demolition, equipment, and studies necessary to perform the actual project.

Center/Component Facility Environmental Management Office (CEMO) - The organization headed by the Center or Component Facility Environmental Manager responsible for environmental issues at the Center or Component Facility.

Center Office of the Chief Financial Officer - The NASA Center organizations that provide for the oversight and financial management of Agency resources relating to programs and operations, ensuring strategic alignment with the Agency's Vision and mission, including all resources aspects of the planning, programming, and budgeting process.

Chief Financial Officers (CFO) Act - The statute that requires improvement in each agency of the Federal Government, of systems of accounting, financial management, and internal controls to ensure the issuance of reliable financial information and to deter fraud, waste, and abuse of Government resources. It also provides for the production of complete, reliable, timely, and consistent financial information for use by the executive branch of the Government and the Congress in the financing, management, and evaluation of Federal programs.

Compliance Agreements - A category of legal decrees that include, but are not limited to, Federal Facility Agreements, Interagency Agreements, settlement agreements, consent orders, and compliance orders and changes to these orders such as Records of Decisions and Statement of Basis. They do not include Federal and state environmental requirements not implemented by compliance agreements, such as cleanup work required under certain RCRA permits that authorize waste treatment operations.

Contingent Liability - (U.S. Standard General Ledger Account 2920) represents the amount that is recognized as a result of a past event where a future outflow or other sacrifice of resource is probable and measurable. A contingent liability should be disclosed in the notes to the financial statements if any of the conditions for liability recognition (probable and measurable) are not met and there is a reasonable possibility that a loss or additional loss may have been incurred. Disclosure should include the nature of the contingency and an estimate of the possible liability, an estimate of the range of the possible liability, or a statement that such an estimate cannot be made.

Cost Recovery - The process of obtaining reimbursement for the costs of remedial activities that have already been performed.

Cost Sharing - The sharing of costs for contemplated remedial activities or the sharing of the work in performing remedial activities.

Environmental Baseline Survey (EBS) - A review of the operational history of real property to identify potential

environmental issues including, but not limited to, hazardous substance activities, equipment containing polychlorinated biphenyls, asbestos-containing materials, underground storage tank systems, wetlands, and floodplains.

Environmental Leadership - Actions that convey NASA's commitment to address environmental risks that may occur in the future.

Environmental Management Panel (EMP) - A panel that advises the NASA Headquarters Environmental Management Division on the research and implementation of environmental programs, issues, and initiatives.

Environmental Management Investment (EMI) Projects - Projects funded by the ECR Program that are not related to restoration. These projects may be actions based solely on changing environmental requirements or issues of Agency-wide concern.

Environmental Objective - An overall environmental goal, arising from the environmental policy, that NASA Centers/Component Facilities set to achieve and which is quantified where practicable.

Environmental Target - A detailed performance requirement, quantified where practicable, applicable to NASA Centers/Component Facilities, that arises from their environmental objectives and needs to be set and met in order to achieve those objectives.

Financial Audit - NASA's estimate of the future cost to remediate all NASA's known ECR restoration projects are reported as the Agency's future unfunded liability on the Agency's financial statements, which are audited annually.

Integrated Data Evaluation and Analysis Library (IDEAL) Cost Estimating System(c) Software - An estimating system that provides the ability to build complex estimates and cost models. IDEAL enables the user to estimate the cost of a project that has not yet been designed or one that is fully designed and planned. It also allows the user to develop a complex cost model or estimate from scratch, or to enter information about a particular project, and be given an option of which method or technology is most cost effective. This program is the system that NASA uses to estimate and document its unfunded ECR projects.

Leadership Project - An Environmental Management Investment (EMI) project that reduces mission risks by improving environmental stewardship. A leadership project could include study, design, and implementation of proactive sustainability practices that correct short-term problems or demonstrate the effectiveness of new approaches and concepts in support of current or future Center operations. Leadership projects promote zero-waste strategic thinking, reinforce sustainability or ecoeffectiveness ethos, or support achievement of "Greening of the Government" goals and objectives.

Legal and Other Requirements - Those requirements that NASA or a Center/Component Facility is regulated to or has committed to meeting. These include Federal, state, and local laws, regulations, ordinances, or policies, the Office of Management and Budget (OMB) circulars, Executive orders, and international obligations (legal). They also include internal standards, Agency agreements, Presidential initiatives, industry codes or practice, contractual obligations, and non-regulatory guidelines (other).

Life-Cycle Costs - Life-cycle costs are the sum of all the costs associated with an asset, or part thereof, including acquisition, installation, operation, maintenance, refurbishment, and disposal costs.

NASA Environmental Tracking System (NETS) - An automated system that Centers, Component Facilities, and Headquarters use to facilitate the planning, budgeting, spending, and approval of ECR projects.

Noncompliance - A failure to meet NASA, Center/Component Facility legal or other requirements. Office of the Chief Financial Officer - The NASA Headquarters organization that provides for the oversight and financial management of Agency resources relating to programs and operations, ensuring strategic alignment with the Agency's Vision and mission, including all resources aspects of the planning, programming, and budgeting process.

Potentially Responsible Party - A private organization, individual, public agency, or other legal entity that may be liable for the costs of investigating and cleaning up contamination under the jurisdiction of CERCLA.

Planning, Programming, Budgeting and Execution (PPBE) - An Agency-wide methodology for aligning resources in a comprehensive, disciplined, top-down approach that supports the Agency's Vision and mission. It is designed to take an analytical approach to decision-making and focuses on translating strategy into actionable programs and bringing together Agency priorities and strategic outcomes within the Agency's resource constraints. There are four phases in PPBE. The planning phase includes analyzing internal and external conditions, trends, threats, and technologies; examining alternative strategies; and defining long-term strategic goals,

multiyear outcomes, and short-term performance goals. The programming phase encompasses definition and analysis of programs and projects, together with their multiyear resource implications, and the evaluation of possible alternatives. The budgeting phase includes formulation and justification of the budget to OMB and Congress. The execution phase is the process by which financial resources are made available to Agency components and managed to achieve the purposes and objectives for which the budget was approved.

Probable - A determination that at least a 50-percent possibility exists that the new project will require future financial obligations. These projects are considered as reasonably expected and are believed to require remedial action based on available information. Projects determined to be probable will always require a liability estimate if the information required to generate a reliable estimate exists.

Reasonably Estimable - A determination that the outflow of resources that may be required for a project can be reliably quantified in monetary terms.

Reasonably Possible - A determination that a project has a less than 50-percent chance of requiring future financial obligations. These projects may require a footnote disclosure to be prepared, but do not require a liability estimate.

Remote - A determination that a project has a slight chance of future remedial action with little or no financial obligations. Remote projects do not require footnotes or estimates.

Restoration - Measures taken to return a site to preexisting conditions or to otherwise appropriately address or respond to environmental contamination in accordance with applicable legal and other requirements.

Spend Plan - A total fiscal year ECR funding request submitted by a Center/Component Facility Environmental Management Office to the Headquarters EMD for approval.

Third-Party Liabilities - Obligations to compensate non-NASA parties for damages or losses to property or persons associated with contamination.

Unfunded ECR Projects - The sum of all of the cost estimates prepared by Center/Component Facility Restoration Program Managers for not-yet-funded work for approved onsite restoration projects.

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